

## Information Technology Advisory Board

OCTOBER 30, 1996  
MEETING MINUTES

### ATTENDEES:

Rick Moore, Chair	Rick Beckwith	Matt Blotevogel
Karen Boeger	Sean Curry	Lew Davison
David Finch	Jan Grecian	Gina Hodge
Jim Latteman	Gary Lyndaker	George Marshall
Bill Mitchell	Lyndon Mote	Jim Myers
Rex Peterson	Richard Pierce	Ron Pinkham
Betty Rottmann	Jim Roggero	Cindi Rutherford
Larry Seneker	Dan Steidley	Ron Welschmeyer
Lee West	Gerry Wethington	Mary Willingham

### OPENING REMARKS

Rick Moore called the October 30, 1996 ITAB Meeting to order at 8:40 a.m. in the Interpretive Center at the Office of the Secretary of State, 600 West Main Street, Jefferson City, Missouri. Rick opened the meeting welcoming everyone and reminded the group of the last two (2) meetings scheduled for this year, which will be November 20 and December 18, 1996.

### APPROVAL OF MINUTES

1. Approval of the September 30, 1996 Information Technology Advisory Board Meeting Minutes Rick asked for additions, deletions or corrections to the September 30, 1996 ITAB Meeting Minutes. There were no changes. The minutes stand approved as written.

ACTION REQUIRED: None.

### GENERAL BUSINESS

#### 1. CIO Issues (Mike Benzen)

A. Oracle Contract - Cindi Rutherford reported that Oracle and the State have come to an agreement. The contract still needs signatures but should be effective November 1, 1996. Cindi informed the group that this contract for UNIX platform only.

B. Software Standards - Jim Myers stated that agencies are being surveyed regarding this issue. They will update the

group at the next meeting. Rick Moore asked the group if there is a need for hardware standards in addition to software standards for compatibility. The group discussed hardware standards at length and agreed this would be beneficial. Rick stated he will discuss this issue with Mike Benzen.

C. GIS - The group deferred this issue.

D. Information Technology Planning Board - The group deferred this issue.

**ACTION REQUIRED:** Rick Moore will discuss the need for the development of hardware standards with Mike Benzen.

## 2. Year 2000 (Ron Pinkham)

Ron Pinkham reported that Anderson Consulting is currently working on the assessment and should be done by November 20, 1996. The Year 2000 Hardware Subcommittee has almost completed their work. The Software Subcommittee is still testing software and communicating with vendors.

The group discussed what was included in the Year 2000 Assessment Contract. Some agencies indicated that Anderson Consulting has requested additional state resources to complete the assessment. Ron Pinkham and Gerry Wethington will review the contract and forward this information to attendees.

**ACTION REQUIRED:** Ron Pinkham and Gerry Wethington will review the Year 2000 Assessment Contract and forward this information to attendees.

## 3. Data Center Consolidation (Gerry Wethington)

Gerry Wethington reported that the data center consolidation is progressing. Several employees are moving to the State Data Center (SDC) November 1, 1996. The SDC will have 25 vacancies in systems programming. Dan Steidley reported that other agencies will be lending part-time or temporary programming staff until the SDC fills these vacancies to reduce the impact.

Gerry informed the group that Mike Benzen and he will be going to Connecticut for a presentation on Missouri's consolidation efforts. The presentation will be for the Governor of Connecticut, his staff and advisory board on November 13 and 14, 1996.

**ACTION REQUIRED:** None, informational.

## 4. Prime Vendor (Larry Seneker)

Larry Seneker distributed the new Prime Vendor Contract. Larry stated that the contract does not require AmeriData to provide a hard copy of product prices. The Prime Vendor's information will be on the Internet. AmeriData has scheduled a kickoff from 9:00 a.m. to 3:30 p.m. on November 13, 1996, at the Ellis Boulevard YMCA in Jefferson City, Missouri. Booths and several subcontractors will be present. Purchasing off this contract on the web will be available in about a year.

**ACTION REQUIRED:** None, informational.

## 5. ATM Project Update (Gail Wekenborg)

Dan Steidley informed the group that the ATM pilot project, which also includes the Sprint MAN, has ended and they are writing a project review. Sprint has forwarded a set of

prices for the MAN services, but currently they cannot reveal pricing since the State is still in negotiations with Sprint. Sprint has been meeting with agencies to reverify the requirements for connectivity. They are offering eight (8) categories of connectivity. The State will determine by mid-November whether Sprint can provide this service or if the State will bid this out.

ACTION REQUIRED: None, informational.

#### 6. Personnel Committee (Joyce Backes)

Jan Grecian reported that the Personnel Committee will meet November 12, 1996, to form a committee to research career ladders. They will schedule a meeting to inform agencies how to use the personnel data tracking system developed by Larry Seneker. This system should be ready by the January 1997.

The Jefferson City Information Training Coalition met with other interested Jefferson City employers. The group is getting ready to do a public survey to determine interest in development of a fast path career change for the information technology profession.

The Office of Information Technology (OIT) will bid out a statewide contract for a skills testing product.

The internship and recruitment project is up and running. Jan distributed a draft of the recruitment brochure, which they will professionally print. Jan asked attendees to forward comments for this brochure by November 8, 1996.

ACTION REQUIRED: Attendees are to forward comments on the recruitment brochure to Jan Grecian by November 8, 1996.

#### 7. Information Technology Education Advisory Committee (Jim Roggero)

Jim Roggero reported that this Committee will give a complete presentation showing their progress and plans. The group has met with a representative from AmeriData regarding training. The group continues to analyze the cost associated with training. The group agreed this training will not infringe on existing agency training programs or policies.

ACTION REQUIRED: None, informational.

#### 8. Internet / MOREnet (Bill Mitchell)

David Finch distributed the MOREnet training brochure that includes the current training schedule. This information is also available at their web site. MOREnet can bill agencies for training costs directly. The Jefferson City to Columbia bandwidth usage is about 64 percent during the day. The MOREnet Technology Conference had about 1,300 participants and went very well.

Bill Mitchell stated that the City of Columbia is interested in interconnecting the University of Missouri, State offices in Columbia and the City of Columbia. Interested agencies should contact Bill Mitchell who will discuss this issue with the City of Columbia. Bill will update the group on this issue.

ACTION REQUIRED: Agencies interested in connecting State offices in Columbia with the University and the City of Columbia should contact Bill Mitchell.

#### 9. Statewide Purchasing Update (Larry Seneker and Cindi Rutherford)

Larry Seneker reported on the following contracts:

A. The AS400 peripherals bid closed October 10, 1996. The evaluation committee will meet today. The Office of Administration (OA) is still working the AS400 maintenance bid.

B. The RS6000 bid should be out by end of week.

C. Routers and networks bid will be out in a few weeks.

Cindi Rutherford reported that the statewide consulting contract closed a few weeks ago. The evaluation process has not started yet. They hope to have the contract awarded in the next month or two.

ACTION REQUIRED: None, informational.

#### 10. Network Consolidation Study (Mike Benzen)

Dan Steidley reviewed the history of the Network Consolidation Study (NCS). They have received and are evaluating the NCS bids. One bid was at no cost; therefore, the evaluation has been more complex. Dan stated the Evaluation Committee hopes to have the plan completed by April.

ACTION REQUIRED: None, informational.

#### 11. Statewide Information Strategy Plan (Cindi Rutherford)

Cindi Rutherford stated that current systems analysis has been completed. The next phase has not begun.

ACTION REQUIRED: None, informational.

#### REPORT OF PLANNED / ACTIVE BIDS

1. Betty Rottmann stated that the Department of Elementary and Secondary Education will bid multiple contracts for support of existing systems by the end of November.

2. Gerry Wethington reported that the Highway Patrol was recently awarded a grant, which will allow them to implement computer notebooks in patrol cars and a computer aided dispatching system.

3. Sean Curry asked about super server maintenance on the statewide contract with Memorex Telex who filed bankruptcy. Karen Boeger stated that OA is working on this issue.

4. Rick Moore stated that the Department of Revenue (DOR) will begin issuing over-the-counter drivers licenses in the branch offices in November and the fee offices beginning in 1997. Rick also reported that the FASTR system is progressing, which combines 13 motor vehicle systems. In addition, DOR will begin issuing the new Missouri license plates in January.

#### REVIEW OF ACTION ITEMS

None.

#### OPEN DISCUSSION

1. Dan Steidley distributed a META Briefing. Dan stated part of the META contract includes seven (7) half-day on-sight briefings. The State has not used any on-sight briefings during the current contract year, which ends April 1997. Attendees should contact Al Sommerer if their agency is interested in the presentations. Dan urged agencies to use this service. All agencies and the judicial branch are included in this contract except the universities. In addition, META distributes a weekly fax that agencies should be receiving.

3. Mary Willingham would like a SAM II presentation once the project has progressed. Other agencies expressed an interest in this information also. Dan Steidley stated that the original bid was canceled. The second bid is on the street with a closing date of November 21, 1996, then the evaluation will begin by a ten (10) member Evaluation Committee. Dan stated agencies will be updates as this project progresses. Agencies should contact Jim Schutt if they have questions concerning this issue.

4. Gerry Wethington asked Dan Steidley if technology decision items could or should be circulated throughout this group. Currently, they circulate technology decision items to the SDC and OIT. The group discussed how and when they should share this information, but came to no conclusion.

5. Larry Seneker thanked the group for informing their staff of the "Thursdays at 10" vendor presentations.

6. Larry Seneker stated the Digital Media Developers Group is creating guidelines for Missouri's web development. If agencies are going to place information on the Internet, please send a representative to the Digital Media Developers Group meetings. Contact Larry for more information.

#### NEXT MEETING

1. The next meeting is scheduled for **Wednesday, November 20, 1996**, at 8:30 a.m. in the Office of the Secretary of State, Interpretive Center.

The group had no additional business to discuss. The meeting adjourned at 10:40 a.m.

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Rick Moore, Chairperson